United Nations

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RIO+20
United Nations Conference
on Sustainable Development

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Rio de Janeiro, Brazil
20-22 June 2012

Information for participants

Note by the Secretariat

I. Background

1. By its resolution 64/236, the General Assembly decided to organize the United Nations Conference on Sustainable Development. The objective of the Conference is to secure renewed political commitment for sustainable development, assessing the progress to date and the remaining gaps in the implementation of the outcomes of the major summits on sustainable development and addressing new and emerging challenges. By its resolution 66/197, the Assembly decided on the modalities of the Conference.

II. Date and venue of the Conference

2. In accordance with General Assembly resolution 66/197, the United Nations Conference on Sustainable Development (Rio+20) will be held from 20 to 22 June at the Riocentro Convention Centre, Rio de Janeiro, Brazil.

3. The Conference will be preceded by the third session of the Preparatory Committee, to be held from 13 to 15 June 2012, also at Riocentro. The proposed organization of work for the third session of the Preparatory Committee meeting is available on the Rio+20 website (www.uncsd2012.org/rio20/).

4. The Riocentro Convention Centre is situated in Barra da Tijuca, approximately 50 minutes by freeway from the centre of Rio de Janeiro and a 40-minute drive from Rio de Janeiro International Airport. The address of the Riocentro Convention Centre is:

Avenida Salvador Allende 6555
Barra da Tijuca
Rio de Janeiro
Brazil

12-32812 (E) 250512

Please recycle

III. Secretariat of the Conference

5. The Secretary-General of the Conference is Mr. Sha Zukang, United Nations Under-Secretary-General for Economic and Social Affairs. He is supported by two Executive Coordinators, Ms. Elizabeth Thompson and Mr. Brice Lalonde. The Rio+20 secretariat can be contacted by e-mail at: uncsd2012@un.org. Additional information is also available on the Rio+20 website.

6. The Under-Secretary-General for General Assembly and Conference Management, Mr. Shaaban M. Shaaban, will serve as the Secretary of the Conference and the Director of the General Assembly and Economic and Social Council Affairs Division of the Department for General Assembly and Conference Management will serve as the Deputy Secretary of the Conference.

IV. Opening of the Conference and seating arrangements

7. The formal opening plenary meeting of the Conference will commence at 10 a.m. on Wednesday, 20 June in the Plenary Hall in Pavilion 5 of the Riocentro Convention Centre to consider all procedural and organizational matters, including the adoption of the rules of procedure and of the agenda, the election of the President of the Conference, the election of officers, the establishment of a Main Committee, the appointment of the members of the Credentials Committee, arrangements for the preparation of the report of the Conference and other matters. The plenary meeting will hear statements from the President of the Economic and Social Council and the nine major groups.

8. The ceremonial opening of the Conference will be held at 3 p.m. on Wednesday, 20 June in the Plenary Hall. Statements will be made by the President of the Conference, the President of the General Assembly, the Secretary-General of the United Nations and the Secretary-General of the Conference.

9. At the opening of the Conference and at subsequent plenary meetings, each Government delegation will be assigned six seats: three at the table and three behind the table. Seating will also be specifically assigned for other participants at the Conference.

10. At meetings of the subsidiary bodies of the Conference each Government delegation will have two seats, one at the table and one behind the table.

V. Agenda and programme of work

11. A provisional agenda, the organization of work and rules of procedure will be issued in due course and will be made available through the electronic information and documentation portal of the Conference (http://papersmart.un.org) in an accessible format and on the Rio+20 website.

12. Morning plenary meetings of both the third session of the Preparatory Committee and the Conference are scheduled to take place from 10 a.m. to 1 p.m. and afternoon plenary meetings from 3 to 6 p.m. Evening sessions, if required, will generally begin at 6 p.m.

13. The programme of meetings will be made available in the daily Journal of the United Nations, and will include such details as daily activities, titles, times and locations of meetings, agenda items to be considered and relevant documentation.

14. The list of speakers for the plenary meetings will be established by a drawing of lots. Statements will be limited to five minutes. Detailed arrangements on the list of speakers were communicated by the Secretariat to Member States at the end of January 2012.

15. In addition to the discussions in the plenary and in any subsidiary bodies that may be established, the Conference will feature four consecutive high-level round tables, parallel meetings, including a partnership forum and learning centres, as well as special events.

16. The four high-level round tables will have a common theme "Looking at the way forward in implementing the expected outcomes of the United Nations Conference on Sustainable Development" and will be held in parallel with the plenary meetings as follows: Wednesday, 20 June, from 4.30 to 7.30 p.m., Thursday, 21 June, from 10 a.m. to 1 p.m. and from 3 to 6 p.m., and Friday, 22 June, from 10 a.m. to 1 p.m.

17. The four round tables will each have two Co-Chairs and a Rapporteur to be appointed by the President of the Conference from among the Heads of State and Government and Ministers attending the Conference, in accordance with the principle of equitable geographical distribution. The round tables will have 70 seats each: up to 50 for Government delegations and at least 20 for other participants, including representatives of observers, entities of the United Nations system and other accredited intergovernmental organizations and major groups. Member States and other participants are encouraged to be represented at the round tables at the highest possible level.

18. Participants will be invited by the Secretariat to inscribe to join one of the round tables in advance of the Conference. The opening of the inscription for participation in the round tables will be announced in the Journal of the United Nations.

19. Any given State, observer, entity of the United Nations system or other accredited intergovernmental organization or representative of a major group may participate in only one of the round tables. Each participant may be accompanied by one adviser.

VI. Requests for meetings

20. Subject to the availability of space and services, every effort will be made to accommodate meetings of regional and other major groups of Member States, as well as informal meetings and bilateral meetings. Requests, other than those for side events mentioned in section XVIII below, should be sent by e-mail to emeetsm@un.org, indicating in the subject line "Rio+20: [title of meeting]".

Bilateral meetings

21. For bilateral meetings among Member States at the Head of State or Government or ministerial level, 10 rooms, each with a capacity to hold a maximum

of eight participants, will be available in Pavilion 5 of Riocentro. Requests for bilateral meetings should be submitted at icms.un.org, following the current procedure at Headquarters in New York. Final confirmation of all room assignments will be made the day before the meeting. To prevent double-booking, only the delegation initiating the bilateral meeting should submit the request. Reservations will be accepted for 20-minute durations. It is essential that all requests specify the date and time of each meeting, and include the name of the other delegation participating in the bilateral meeting. Every effort will be made to keep consecutive appointments of the same delegation in the same room.

VII. Interpretation

22. The six official languages of the Conference are Arabic, Chinese, English, French, Russian and Spanish. Statements made in the plenary, the meetings of the subsidiary bodies of the Conference and the four high-level round tables will be interpreted in the official languages. English and French interpretation will be provided for press conferences. The extension of meetings beyond their normal duration and the provision of interpretation services to regional and other major groups of Member States and bilateral meetings will be arranged according to the availability of interpretation services.

23. Statements made in any of the six official languages will be interpreted into the other official languages. Any representative may make a statement in a language other than the official languages. In such cases, the delegation should provide either an interpretation or a written text of the statement in one of the official languages. The interpretation or written text will be considered by the Secretariat to represent the official text of the statement and will be used by United Nations interpreters as the basis for interpretation into the other official languages.

VIII. Documentation

24. Electronic information and documentation services for the Conference will be provided through the Integrated Sustainable PaperSmart Services (ISPS) secretariat and the ISPS portal (http://papersmart.un.org). The official documentation of the Conference will be issued digitally and in an accessible format at the conference site in Arabic, Chinese, English, French, Russian and Spanish. Participants will also be able to request documents in hard copy through the ISPS print-on-demand service available at any ISPS desk at Riocentro. ISPS print-on-demand services will also be provided in Braille, upon request, at an ISPS desk or by sending a request specifying the language to PaperSmart@un.org. ISPS desks will be located in various places in the pavilions and also inside some conference rooms. For further information, please contact the ISPS secretariat at PaperSmart@un.org.

Circulation of written statements

25. Delegations and participants on the list of speakers who wish to circulate their statements in the Plenary Hall are requested to provide an electronic copy of their statements by e-mailing them to PaperSmart@un.org for uploading to the ISPS portal as soon as available and at least two hours in advance of their designated speaking slot. A hard copy of the statement may also be submitted to the ISPS desk

in the conference room for uploading to the ISPS portal and/or for interpretation services. Statements will be made available to participants only when delegations deliver them.

Distribution of official documents

26. All information and documents related to the meeting will be delivered through ISPS. The Journal and the programme of meetings and events, official documents, statements and press releases will be made available to view and download through the ISPS portal at PaperSmart.un.org. Delegations and participants attending the Conference are encouraged to carry their laptops or mobile devices, including tablets, to the meetings.

27. Documentation and information will be disseminated in an accessible format, in a variety of ways, for a variety of mobile devices. Participants may receive documents on flash drives; through the ISPS portal, which provides secure web-based access to documents and information, or on-demand in a hard copy from ISPS desks. A log-in code for the ISPS portal is required to access restricted documents and should be requested by delegates by e-mail to PaperSmart@un.org.

IX. Access and accreditation of delegates

Access to the conference site and conference rooms for delegates

28. Access to the conference site and conference rooms will require presentation of a conference pass issued by the United Nations. Delegates holding a conference pass are subject to screening at the main entrance of Riocentro. Heads of State or Government, Vice-Presidents and Crown Princes, as well as their spouses, will be exempt from screening.

29. Access to the plenary hall and conference rooms for the round tables during the period from 20 to 22 June will require a secondary access card in addition to the conference pass.

Accreditation of delegates (request for a conference pass)

Accreditation requirements

30. Conference passes and VIP passes will be issued on the basis of the following mandatory accreditation requirements:

(a) An official communication must be sent to the United Nations Protocol and Liaison Service providing an authorized list of the members of the delegation (with names, functional titles and affiliations) who require a conference pass;

(b) Individual accreditation forms (SG.6-Rio/2012, available at the United Nations Protocol and Liaison Service in New York, Room NL-2058, and also at www.un.int/protocol or www.uncsd2012.org/rio20/registration.html#registration) must be completed for all delegates, including members of the VIP group;

(c) Passport-size colour photographs of all listed members of delegations, including cabinet ministers, are required. All photographs must be recent, i.e., taken not more than six months prior to the Conference. Photographs are not required for

Heads of State or Government, Vice-Presidents and Crown Princes, or their spouses. Please refer to the specific requirements for photographs (in jpeg format only), described on the accreditation form.

31. In order to avoid unnecessary delays, delegates must submit all three requirements. Failure to submit photographs and completed accreditation forms will result in delegates having to line up to be photographed at the Accreditation Centre in Rio de Janeiro.

32. Permanent and observer missions and liaison offices are urged to advise and coordinate with their embassies and consulates general in Brazil on the proper accreditation procedure in order to avoid dual accreditation and possible confusion.

33. Delegates with special needs should inform the Government of Brazil via e-mail at: rio20.accreditation@itamaraty.gov.br.

34. After review and approval by the Protocol Accreditation Unit, conference passes will be issued by the United Nations Pass and ID Unit and made available for pick-up at the Accreditation Centre located in Pavilion 1 of Riocentro by representatives of permanent missions or embassies/consulates general. Valid and current photo identification, such as a United Nations grounds pass or embassy identification, is necessary for pick-up.

35. No separate accreditation is required for the third session of the Preparatory Committee (13-15 June). Delegates seeking accreditation to the Preparatory Committee meeting or the main Conference (20-22 June) or both, once approved by the Protocol and Liaison Service, will be issued a conference pass covering the entire period from 13 to 22 June 2012 for access to the conference site.

36. Members of security details of the VIP group participating in the Conference will be accredited and issued appropriate conference passes by the United Nations Security and Safety Service. Please refer to section XVII below.

37. Accreditation of media personnel will be handled by the United Nations Media Accreditation and Liaison Unit (please see sect. XV below).

38. The United Nations Protocol Accreditation Unit will not accredit representatives of NGOs and civil society attending side events in the margins of the conference. Representatives of NGOs and civil society who do not form part of the official delegation of a Member State/observer, should seek accreditation as described in section XVIII below.

Submission of accreditation requests

39. All photographs should be sent via e-mail to protocolphoto@un.org. This e-mail account will accept photographs only. Each e-mail can contain multiple attachments. Each attachment should consist of one photograph (in jpeg format only; other formats will not be accepted) labelled with the full name of the participant.

40. For easy tracking of photographs sent via e-mail, please put in the subject line ONLY the name of the country, entity or organization making the request.

41. Permanent and observer missions and liaison offices are strongly advised to make use of the pre-accreditation option in New York for all delegates who will

participate in the Conference as this will simplify the process and avoid delays and inconvenience to delegates in Rio de Janeiro.

42. Pre-accreditation will take place in New York until 30 May. As of 4 June, accreditation requests may be sent by fax to the Protocol Accreditation Unit in Rio de Janeiro at Riocentro (fax: (+55-21) 2442-9000). The Protocol Accreditation Unit will not be responsible for any lost documents faxed to this number before 4 June. On-site accreditation will commence at Riocentro on 7 June. The deadline for on-site accreditation in Rio de Janeiro is Sunday, 17 June 2012.

Pre-accreditation (through 30 May 2012 in New York)

43. Pre-accreditation will be accepted for processing at the Protocol and Liaison Service in New York until 30 May 2012. All requests for pre-accreditation should be submitted to the Protocol and Liaison Service in New York, Room NL-2058, or by fax to: (+1-212) 963-1921. A copy should also be sent to the Ministry of External Relations of Brazil at the following e-mail address: rio20.accreditation@itamaraty.gov.br.

On-site accreditation (7-17 June 2012 in Rio de Janeiro)

44. On-site accreditation of delegates of Member States and observers, intergovernmental organizations and specialized agencies will be processed in Rio de Janeiro from Thursday, 7 June, through Sunday, 17 June 2012, by the Protocol Accreditation Unit at the Accreditation Centre located in Pavilion 1 at Riocentro. Accreditation requests may also be submitted by fax: (+55-21) 2442-9000).

45. Delegates will be required to present an official communication containing an authorized list of the delegation or a letter of credentials, together with a duly completed accreditation form (SG.6-Rio/2012). Upon review and approval by the Protocol Accreditation Unit, delegates and observers may proceed with the authorized accreditation slips to the United Nations Pass and ID Unit within the Accreditation Centre to have their photographs taken and conference passes processed and issued.

Office hours for the Protocol Accreditation Unit in Rio de Janeiro

46. The Accreditation Centre located in Pavilion 1 at Riocentro will be open as follows:

7-10 June	9:00 a.m. – 6:00 p.m.
11-12 June	9:00 a.m. – 7:00 p.m.
13 June	8:00 a.m. – 7:00 p.m.
14-17 June	9:00 a.m. – 6:00 p.m.
18-19 June	8:00 a.m. – 8:00 p.m.
20 June	8:00 a.m. – 7:00 p.m.
21 June	8:00 a.m. – 6:00 p.m.
22 June	9:00 a.m. – 3:00 p.m.

X. Credentials

47. The credentials of representatives and the names of alternate representatives and advisers should be submitted to the Secretary-General of the Conference, if possible not less than two weeks before the date of the opening of the Conference. Any later change in the composition of delegations should also be submitted to the Secretary-General of the Conference. All credentials should also be copied to the Protocol and Liaison Service in New York (fax: (+1-212) 963-1921) before 30 May 2012 and to the Protocol Accreditation Unit in Rio de Janeiro (fax: (+55-21) 2442-9000) from 4 June 2012. The credentials should be issued by the Head of State or Government or by the Minister for Foreign Affairs.

XI. List of participants

48. The United Nations Protocol Office in Rio de Janeiro will make available an electronic list of participants of the Conference, which can be accessed on the ISPS portal (http://papersmart.un.org). Permanent and observer missions, intergovernmental organizations and specialized agencies are requested to submit a comprehensive list of their respective delegations to the Conference, with functional titles and designations of all the delegates, to the Protocol and Liaison Service in New York (fax: (+1-212) 963-1921) before 30 May 2012 and to the Protocol Accreditation Unit in Rio de Janeiro (fax: (+55-21) 2442-9000) from 4 June 2012. If the list is not received before 17 June 2012, the Protocol Office will use the information contained in the accreditation request.

XII. Participation of intergovernmental organizations

49. The Conference will be open to participation by the following intergovernmental organizations:

(a) Intergovernmental organizations and other entities having received a standing invitation from the General Assembly to participate as observers in the sessions and the wor': of all international conferences convened under its auspices, in accordance with the rules of procedure of the Conference;

(b) Intergovernmental organizations designated by the Economic and Social Council for participation in the deliberations of the Council;

(c) Other relevant intergovernmental organizations that were accredited to the World Summit on Sustainable Development and to the Commission on Sustainable Development;

(d) Relevant intergovernmental organizations that are accredited to the Rio+20 process.

50. The access and accreditation of representatives of intergovernmental organizations follows the same procedures as that for Member States (see sect. IX above).

XIII. Access and accreditation of specialized agencies and related organizations

51. The access and accreditation of representatives of the specialized agencies of the United Nations system and related organizations follows the same procedures as that for Member States (see sect. IX above). The specialized agencies and related organizations are listed in annex I to the present note.

XIV. Participation of representatives of United Nations funds and programmes and other entities

52. United Nations funds and programmes and other entities should communicate the composition of their delegations to the Secretary-General of the Conference. Correspondence should be addressed to the attention of Federica Pietracci at: pietracci@un.org by no later than 31 May 2012. The United Nations funds and programmes and other entities are listed in annex II to the present note.

53. Representatives of United Nations entities will be required to present an official ID (national passport or valid United Nations grounds pass) to the United Nations Pass and ID Unit within the Accreditation Centre to have their photographs taken and conference passes issued. Conference passes will be issued to representatives of United Nations entities in Rio de Janeiro starting on Thursday, 7 June 2012, at the Accreditation Centre located in Pavilion 1 of Riocentro.

XV. Media arrangements and services

Media accreditation and services

54. Media accreditation is strictly reserved for members of the press (print, photo, radio, television, film, news agencies and online media) who represent a bona fide media organization (full guidelines are available at http://www.un.org/en/media/accreditation/request.shtml). Accreditation will be granted upon presentation of the following documents:

(a) Letter of assignment on official letterhead of a media organization signed by the publisher or editor-in-chief indicating the name and duration of assignment of the journalist. The letter should be addressed to Isabelle Broyer, Chief, Media Accreditation and Liaison Unit, United Nations Secretariat, Department of Public Information. It should be sent as a scanned document in jpeg or pdf format to malu@un.org;

(b) Passport-size colour photographs of all listed media representatives. All photographs must be recent, i.e., taken not more than six months prior to the Conference. All photographs must be in jpeg format;

(c) Completed online accreditation form, which can be found at: www.un.org/media/accreditation/request/shtml.

55. The deadline for media accreditation in New York was 14 May 2012.

56. No double accreditation is permitted (e.g., as press and delegate, or as press and NGO).

57. On-site accreditation of media and press will be processed starting from Thursday, 7 June 2012, at Gate 1 of Riocentro. The office hours will be:

7-10 June	9:00 a.m. – 6:00 p.m.
11-12 June	9:00 a.m. – 7:00 p.m.
13 June	8:00 a.m. – 7:00 p.m.
14-17 June	9:00 a.m. – 6:00 p.m.
18-19 June	8:00 a.m. – 8:00 p.m.
20 June	8:00 a.m. – 7:00 p.m.
21 June	8:00 a.m. – 6:00 p.m.
22 June	9:00 a.m. – 3:00 p.m.

Media centre

58. A Media centre for the use of all journalists accredited to cover the Conference will be located in Pavilion 3 of Riocentro. The media centre will be equipped with appropriate electrical power outlets for personal laptop computers, telephones, fax facilities, closed-circuit television and a press documentation counter. There will be limited seating available for print media in the Plenary Hall and certain other meetings, for which secondary access passes will be required. These can be picked up from the Media Liaison Desk in Pavilion 5. In addition, there will be limited space available for TV and photo crews as well as for official delegation media representatives. Please check the media alert for daily updates during the Conference (www.un.org/en/media/accreditation/alert or via twitter@unmedialiaison).

59. Information that may be of interest to radio and TV broadcasters regarding regulations for telecommunications in Brazil can be found at: www.anatel.gov.br/hotsites/anatelgrandeseventos/en/home/index.html.

60. The plenary meetings, round tables, press conferences and other activities will be broadcast live into the media centre. Audiovisual and sound feeds of the plenary meetings, round tables, press conferences and other events will be provided to broadcasters live, with free plug-in recording facilities.

61. To conduct the Conference in the PaperSmart modality, all information related to the Conference will be delivered through ISPS. The programme of the day, official documents, agenda, statements and press releases will be made available to view and download through the ISPS portal (http://papersmart.un.org). In addition to the documents provided on the portal, services will be provided to facilitate the transfer of documents to mobile devices of members of the media and to provide print-on-demand services, when needed during the Conference. Members of the media attending the Conference are encouraged to carry their laptops or mobile devices, including tablets, to the meetings.

62. There will be a large press briefing room in the media centre, as well as smaller auxiliary briefing rooms. To request a 30-minute press briefing slot, contact prudhommem@un.org, tel: (+1-917) 367-3541.

63. For press materials on the Conference and the related subject matters, see www.uncsd2012.org or www.un.org/sustainablefuture. For more information and interview requests, please contact the Strategic Communications Division, Department of Public Information, telephone (+1-212) 963-9495 or (+1-212) 963-6870, e-mail mediainfo@un.org.

64. The Department of Public Information will provide comprehensive print, TV, radio, webcast and Internet coverage of the high-level plenary meetings, round tables, briefings and press conferences at Riocentro.

Live webcast coverage

65. United Nations webcast services will provide live and on-demand coverage of the plenary, round tables and press briefings and conferences at: http://www.un.org/webcast in English and the original language of the speaker. Press briefings and coverage of the dialogue days will be available in English and Portuguese.

XVI. Access and accreditation for non-governmental organizations and other major groups

Pre-registration

66. NGOs and other major groups that are eligible for pre-registration are those that:

(a) Are in consultative status with the Economic and Social Council, including those on the roster through the list of the Commission on Sustainable Development; or

(b) Were accredited to the World Summit on Sustainable Development.

67. NGOs and other major groups and other accredited organizations can pre-register their representatives for the Conference through the Rio+20 website at www.uncsd2012.org. The deadline for pre-registration has been extended to 27 May 2012.

68. When the pre-registration is completed, each nominated representative will receive a confirmation letter via e-mail. That letter serves as an official invitation to the Conference and can be used to apply for a visa to Brazil.

69. Once pre-registration is closed, on-site registration by representatives of non-accredited NGOs or major groups will not be accepted. All representatives that intend to attend the Conference must be pre-registered before the deadline of 27 May 2012.

70. If a representative of an accredited organization is not able to attend the Conference, he or she cannot be replaced by another representative of the same organization.

Applications for accreditation

71. Those NGOs and other major groups who are currently not eligible for pre-registration but who wish to attend and contribute to the Conference were requested to apply to the Secretariat for that purpose in accordance with guidelines available on the Conference website. The deadline for submitting accreditation applications was 20 February 2012. No applications are accepted beyond this deadline.

Office hours

72. The United Nations Accreditation Centre will start providing passes to pre-registered NGOs and other major group representatives on 9 June 2012 at Pavilion 1 of Riocentro, with the following office hours:

7-10 June	9:00 a.m. – 6:00 p.m.
11-12 June	9:00 a.m. – 7:00 p.m.
13 June	8:00 a.m. – 7:00 p.m.
14-17 June	9:00 a.m. – 6:00 p.m.
18-19 June	8:00 a.m. – 8:00 p.m.
20 June	8:00 a.m. – 7:00 p.m.
21 June	8:00 a.m. – 6:00 p.m.
22 June	9:00 a.m. – 3:00 p.m.

73. Pre-registered participants must come to the Accreditation Centre with a copy of the confirmation letter and valid photo identification (passport, driver's licence).

Access to the Riocentro Convention Centre

74. Each registered NGO representative will receive one individual conference grounds pass to allow him or her access to Riocentro during the Conference.

75. Representatives of NGOs and other major groups who have obtained a Conference grounds pass will be granted access to Riocentro. Entry into Riocentro or a particular meeting room within Riocentro may need to be restricted for crowd-control purposes and secondary access passes will be issued for certain areas, including the Plenary Hall in Pavilion 5.

Major groups pavilion

76. There will be a pavilion and working area in Riocentro for NGOs and other major groups. The pavilion will have a general meeting area and smaller rooms for working meetings available upon request; the area will also have a copier and a few computers. This pavilion will be accessible during regular conference hours.

Travel arrangements

77. Representatives are responsible for their travel to and from Brazil and accommodation in Rio de Janeiro. The United Nations will not be able to assist in bearing any related costs. Special shuttle services will be offered by the Government of Brazil to representatives of Member States, intergovernmental organizations, the

United Nations system, major groups and the media between airports and hotel areas and hotel areas and Riocentro from 12 to 23 June 2012. Representatives should reserve accommodation early because of the large number of participants expected at the Conference. All representatives interested in attending should ensure that they have adequate medical insurance prior to arrival.

XVII. Security

Security arrangements

78. During the period of the Conference and the preceding Preparatory Committee meeting, the United Nations Security and Safety Service, in close cooperation with Host Country law enforcement agencies, is responsible for providing security and safety services within Riocentro. The Host Country authorities are responsible for security outside Riocentro.

79. Admission to Riocentro and its surrounding area will be strictly limited to persons who are properly accredited and wearing a conference pass. In view of the need for heightened security measures, the wearing of conference passes will be strictly enforced. Therefore, access will be denied to anyone not wearing a valid pass.

80. Host Country security authorities provide protection for Heads of State or Government, as well as to a limited number of other Government officials, by the assignment of close protection details. Arrangements for such assignments are initiated by the embassies of the relevant countries in Brasilia, in conjunction with the Brazilian Ministry of External Relations.

81. A restricted area has been designated within Pavilion 5, which will include the Plenary Hall and the second floor. Entry into the restricted areas will require presentation of a secondary access pass. The United Nations Security and Safety Service will enforce controls over access to restricted areas.

82. Access to Riocentro will be limited outside conference meeting hours set out in section V above. In the interest of the security and safety of all participants, the secretariat of the Conference and the United Nations Security and Safety Service reserves the right to deny and/or restrict access to Riocentro generally or to any of the pavilions, or to request that registered participants depart the premises.

Accreditation of national security officers

83. In order to avoid last-minute difficulties, all Governments are requested to ensure the proper accreditation of their security components. Governments may wish to hold direct consultations with the United Nations Security and Safety Service, in particular with regard to arrangements for their national security personnel.

84. Based on the anticipated high number of Heads of State and Government attending the Conference, the number of conference passes to national security officers will be limited to five per Member State.

85. Pre-accreditation of national security officers will be accepted in New York until 25 May 2012. Requests should be submitted to Captain William Ball at the Special Services Unit, telephone (+1-212) 963-7531, Room L-0113Q, Dag

Hammarskjöld Library Building, or by e-mail to uncsdsecurity@un.org. The conference pass request form for national security officers can be obtained through the website: www.uncsd2012.org/rio20/memberstates.html. Starting on 26 May, pre-accreditation requests can be accepted by e-mail only.

86. Starting on Thursday, 7 June 2012, requests for accreditation of national security officers will be accepted on site at Riocentro at the United Nations Security Pass and ID Office, located within the Accreditation Centre in Pavilion 1. Member States are reminded that the deadline for on-site accreditation is Sunday, 17 June 2012. Conference passes for pre-accredited national security officers may be collected at the Accreditation Centre, also starting on 7 June.

Vehicle accreditation

87. Vehicle accreditations will be issued by the United Nations Security and Safety Service in coordination with Host Country security officials. An official letter is required for vehicle accreditation. Vehicle decals for Government delegations (Member States or observers) will be issued at the United Nations Security Pass and ID Office in Pavilion 1.

Other matters

88. Loss of a conference pass must be reported to the United Nations Security and Safety Service, located in Pavilion 1 of Riocentro.

89. Participants are solely responsible for taking care of their own personal belongings. Any bags or objects left unattended will be removed for security reasons.

90. Questions related to security matters should be directed to the following e-mail: uncsdsecurity@un.org.

XVIII. Side events

91. A number of side events sponsored by Governments, major groups and United Nations system and other intergovernmental organizations will be organized from 13 to 22 June 2012 inside Riocentro. These on-site side events will be coordinated by the Rio+20 secretariat. In addition, there will be opportunities for stakeholders to organize Rio+20-related activities outside Riocentro (off-site events) in various venues in the city of Rio de Janeiro.

92. More information regarding on-site side events in Riocentro, including criteria and guidelines for organizers, as well as an online request form to organize such events, is available on the Rio+20 website. Requests for side events can be submitted to www.uncsd2012.org/rio20/meetings_sidevents.html.

93. Queries regarding side events can be addressed by e-mail to: side_events@uncsd2012.org. For information regarding arrangements for off-site events, please contact the Government of Brazil at the following e-mail addresses: rio20.delegacoes@itamaraty.gov.br (for Governments and intergovernmental organizations), and rio20.sociedade@itamaraty.gov.br (for major groups).

XIX. Visa requirements

94. A visa for entry into Brazil may be required. Participants are strongly advised to seek information on requirements applicable in their case from Brazilian diplomatic or consular missions in their home countries. A list of the Brazilian diplomatic and consular missions can be obtained at: www.itamaraty.gov.br/o-ministerio/o-brasil-noexterior.

95. If a visa is required, applicants are strongly advised to apply as early as possible (please note, however, that visas for citizens of certain countries must be used within 90 days of the issuance date).

96. Special visa arrangements will be made for the accredited participants from countries where no Brazilian mission exists. Questions regarding the details of such arrangements should be addressed to the Host Country authorities.

97. Holders of diplomatic or official passports from countries exempt from tou[illegible]l visas do not need a visa to enter Brazil, except holders of these passports from Monaco and New Zealand.

98. When applying for a visa, members of an official delegation must present a copy of the letter sent by their Government (or international organization) addressed to the United Nations designating them as part of the delegation.

99. Holders of a United Nations laissez-passer need to obtain a visa to enter Brazil.

100. When applying for a visa, representatives of major groups must present the letter of invitation sent by the United Nations confirming their pre-registration at the Conference.

101. Journalists who do not belong to any official delegation must prove that they intend to cover the Conference in order to obtain a visa.

XX. Car parking

102. Parking inside Riocentro is limited to accredited vehicles only. Requests in this regard may be made to the United Nations Security and Safety Service at Riocentro from 7 June 2012. An official letter is required for vehicle accreditation. Vehicle decals for Government delegations (Member States or observers) will be issued at the United Nations Accreditation Centre located in Pavilion 1 of Riocentro.

103. In addition to parking places for official convoys, up to four parking places will be available in the Riocentro parking area for delegations. Vehicles of heads of delegations other than Heads of State or Government will be issued special decals. Accordingly, participants are encouraged to use the shuttle service to be provided by the Government of Brazil whenever possible, which will also promote conference sustainability.

104. Each United Nations system entity and accredited intergovernmental organization will receive one car accreditation pass, which will enable each entity and organization to park one car inside the Riocentro premises. An official letter is required for vehicle accreditation. Vehicle decals will be issued at the United Nations Accreditation Centre located in Pavilion 1 of Riocentro. United Nations

system entities and accredited intergovernmental organizations are responsible for arranging for their own cars.

XXI. Transportation

105. Special shuttle services will be offered by the Government of Brazil to representatives of Member States, intergovernmental organizations, the United Nations system, major groups and media between airports and hotel areas, and hotel areas and Riocentro from 12 to 23 June 2012. A valid Conference access pass will be required to access this service. Prior to obtaining a Conference pass, the following proof of identity will be accepted:

(a) Representatives of Member States or intergovernmental organizations: a diplomatic passport, United Nations grounds pass, embassy ID, official letter of credentials or official letter of participation issued by Governments or organizations;

(b) Representatives of the United Nations system: a valid United Nations laissez-passer or grounds pass;

(c) Representatives of the major groups: a valid ID together with a copy of the confirmation letter from the United Nations confirming registration in the Conference;

(d) Representatives of the media: a valid ID together with a copy of the e-mail from the United Nations approving participation in the Conference.

106. Questions about transportation should be forwarded to the Rio+20 National Organizing Committee at e-mail: rio20.transporte@itamaraty.gov.br.

XXII. Services to persons with disabilities

107. In addition to being serviced in the PaperSmart modality, the Conference will be made accessible to persons with disabilities. The ISPS portal (http://papersmart.un.org) will make available all official documentation to persons with disabilities in an accessible format.

108. The plenary of the Conference will have sign language interpretation, closed captioning in real time and audio descriptions in English and Portuguese.

XXIII. Health

109. Although not mandatory for entering Brazil, Conference participants are recommended to get health insurance before travelling.

110. Although not mandatory, the Ministry of Health of Brazil recommends vaccination against yellow fever to those who visit the Federal District and the following states: Acre, Amapá, Amazonas, Bahia, Espírito Santo, Goiás, Maranhão, Mato Grosso, Mato Grosso do Sul, Minas Gerais, Pará, Piauí, Rio Grande do Sul, Rondônia, Roraima, Santa Catarina, São Paulo and Tocantins. To be effective, vaccination must occur 10 days prior to entering risk areas. The vaccine is valid for 10 years.

111. The Ministry of Health also recommends vaccination against hepatitis A to those who visit the Amazon region. It is also important to check the list of vaccines recommended by the Government of your country of nationality or residence.

XXIV. Medication

112. Certain medications, like anti-inflammatory, antipyretic and analgesic drugs, can be easily purchased at pharmacies in the country, or even by phone. However, the purchase of certain medications, such as prescription drugs, antibiotics, antidepressants and others require a prescription issued by a Brazilian doctor, usually from the same state as where the medicine is to be acquired. As such, participants should bring from their countries of origin any continuous-use and commonly used drugs, accompanied by a prescription or proof showing that the drugs are for personal use.

XXV. Currency

113. Since 1994, the real (plural: reais) has been the official currency of Brazil. To exchange your currency for reais, go to an exchange bureau or bank authorized to conduct foreign exchange transactions.

XXVI. Telephone communications

114. Brazil's area code is 55. The code for Rio de Janeiro is 21.

XXVII. Electricity and power outlets

115. Two voltages are used in Brazil: 110V and 220V. In Rio de Janeiro, the standard voltage is 110V, but many hotels also have 220V outlets. Some hotels offer outlet adapters for certain configurations. It is recommended to check the voltage in each device before plugging it into an outlet.

XXVIII. Mobile telephones

116. Before travelling, it is advisable to check whether your carrier offers roaming services in Brazil. If it does not, and you have an unlocked phone, you can buy pre-paid SIM cards from one of the four carriers operating in Rio de Janeiro (Oi, Claro, TIM and Vivo). After buying the SIM card, recharge cards may be purchased starting at three reais (depending on the carrier).

XXIX. Climate

117. The city of Rio de Janeiro is located just north of the Tropic of Capricorn, giving it a very humid tropical climate. In June, the local temperature usually lies between 18 and 25 degrees Celsius, but there may be peak temperatures above 30 degrees. The rainfall level in Rio de Janeiro in June is 53 mm.

XXX. Attire

118. Due to possible weather variability and the possibility of rain, it is recommended that participants pack light clothing for warmer days and rain-appropriate shoes and coats. In terms of clothing informality prevails in Rio de Janeiro. A light jacket is often needed in hotels, restaurants and bars, as well as on the subway, due to air conditioning.

XXXI. Other useful information

119. For other useful information on Rio de Janeiro and Brazil, please visit http://www.rio20.gov.br/useful_information.

Annex I

Comprehensive Nuclear-Test-Ban Treaty Organization

Food and Agriculture Organization of the United Nations

International Atomic Energy Agency

International Civil Aviation Organization

International Fund for Agricultural Development

International Labour Organization

International Maritime Organization

International Monetary Fund

International Telecommunication Union

Organization for the Prohibition of Chemical Weapons

United Nations Educational, Scientific and Cultural Organization

United Nations Industrial Development Organization

Universal Postal Union

World Bank

World Health Organization

World Intellectual Property Organization

World Meteorological Organization

World Tourism Organization

World Trade Organization

Annex II

Convention on Biological Diversity

Economic and Social Commission for Asia and the Pacific

Economic and Social Commission for Western Asia

Economic Commission for Africa

Economic Commission for Europe

Economic Commission for Latin America and the Caribbean

International Trade Centre

Joint United Nations Programme on HIV/AIDS

Office of the United Nations High Commissioner for Human Rights

Office of the United Nations High Commissioner for Refugees

United Nations Children's Fund

United Nations Conference on Trade and Development

United Nations Development Programme

United Nations Entity for Gender Equality and the Empowerment of Women

United Nations Environment Programme

United Nations Framework Convention on Climate Change

United Nations Convention to Combat Desertification in Those Countries Experiencing Serious Drought and/or Desertification, Particularly in Africa

United Nations Human Settlements Programme

United Nations Institute for Training and Research

United Nations Office at Geneva

United Nations Office at Nairobi

United Nations Office at Vienna

United Nations Population Fund

United Nations Relief and Works Agency for Palestine Refugees

United Nations University

World Food Programme